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MEMORANDUM

DATE: January 28, 2004

TO: Members, Commission on Higher Education

FROM: Conrad D. Festa, Executive Director

Enclosed is the agenda for the meeting of the Commission on Higher Education to be held at **10:30 a.m. on Thursday, February 5, 2004, in the Commission Conference Room (1333 Main Street, Suite 200)**. Included are minutes of the January 8 meeting and supporting documents for the agenda items.

Parking spaces for the Commission Meeting are available in the Municipal Parking Garage (corner of Washington and Assembly Streets) near the Washington Mutual Building. The entrance to the parking garage is on Washington Street between Assembly and Main Streets. Lunch will be provided for Commission members at 12:00 noon.

The ***Committee on Finance and Facilities*** will meet at ***9:30 a.m.*** in the Conference Room prior to the meeting of the full Commission.

Encl.

Notified of availability of materials on the web at: www.che.sc.gov

Ms. Inez Tenenbaum
Presidents, Public Colleges and Universities
Dr. James L. Hudgins
Mr. Jim Byrd